March 6, 2007
Jr. High Afterschool Program Grant
Safe Passages Pre-Bid Conference
Room 211B
10:30 am
Video Conference with Salt Lake City, Price and Cedar City.

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1. Q: What would be considered appropriate documentation required to establish status as an existing program without sufficient funds to operate?

 A: Documentation showing the funding ending date; for example a grant agreement form showing expiration date on current funding, or a letter from your funding source giving notice of intent to terminate funding.

2. Q: Can we use costs of software as one of the matching costs?

 A: Yes. The match may show in the administration section or in the program section, depending upon what the software is needed for.

3. Q: Can we use funds to pay rent on the location where the program is to be run?

 A: No, but the cost of rent may show in the program match.

4. Q: If we can't subcontract this grant to another entity to run, does this mean that we can't use someone as a fiscal agent?

 A: You may contract for a fiscal agent's services, but you cannot transfer the responsibility of the program to another organization.

5. Q: Can we provide collaborative activities from another organization?

 A: You may collaborate with a partner using Grant funds or their funds to support their activity, but you will be held responsible for the quality of that activity as the Grantee entity.

6. Q: Is it possible to use an assessment tool of our own to determine if quality performance requirements are met?

 A: You must have prior approval from the Work & Family Life Program Specialist.

7. Q: Can we use 17 or 18 yr olds as adults on the staff to meet staff-to-student ratios?

 A: No, but they may be used as assistants.

8. Q: Do you have a recommended hourly rate for paying assistants?

 A: No, this is Grantee's staffing prerogative.

9. Q: Is there documentation that will help us know if we are meeting the program standards?

 A: The North Carolina Center for Afterschool Programs Established Standards of Excellence Self-assessment Tool that our department is currently using.

10. Q: Can we use matching funds to cover the training requirements?

A: Yes.

11. Q: May we operate our program on Saturday?

A: Yes, but the preference is for Monday through Friday programs.

12. Q: Is there a percentage of ethnic participants required?

A: No.

13. Q: If we want to add a summer program, would this qualify as an expansion to the regular school year program?

A: Yes.

14. Q: If we are expanding the type/quality of the program and not the number of youth or the number of hours, does this qualify as an expansion?

A: No.

15. Q: How much administrative cost can we use?

A: Cost may not exceed 10% of total program costs, as noted in category III on the Budget Detail Form.

16. Q: Can we use the costs of a site manager under Administrative Costs?

A: The time spent on activities directly related to the Afterschool Program may be charged directly to the Grant. General administrative duties would be charged to Administrative Expense, but may not exceed the 10% limit.

17. Q: Is the dollar for dollar match an overall match, or a match for each line item?

A: It's an overall match.

18. Q: Can a program lease a vehicle with these grant funds?

A: No, but the program could use its share of this cost as a match.

19. Q: Must we charge program fees?

A: No, however if you do, a sliding scale fee structure is encouraged.

20. Q: Are gas costs for transportation an allowable cost?

A: Yes.

21. Q: Are public transportation costs or school district transportation costs allowable?

A: Yes.

22. Q: Are purely academic programs allowable?

A: No.

23. Q: Can we run our program on a quarterly basis or do you want to have it done on a month to month?

A: Either is acceptable.

24.   Q: Can we redesign the Budget Detail Form to meet our program needs?
　　　　A: No, but you may identify and discuss special items and categories in the accompanying budget narrative.

25.   Q: Can the budget form you have provided be filled out electronically?
　　　　A: We provide a PDF form, but you may scan the form and fill it out electronically. The line item categories may not be changed.

26.   Q: Does the program have to begin immediately after you have notified us that we have been awarded the grant?
　　　　A: The program may begin summer of 2007 or fall of 2007.

27.   Q: About how many grants are you anticipating to award?
　　　　A: We have $600,000 for this year and we expect to award 25-30 grants.

28.   Q: If you don't apply this year because your program won't start for a year can you apply next year?
　　　　A: No.

29.   Q: For the 100% matching requirement, if you have another federal grant, can you use the same matching funds that you are using on that grant?
　　　　A: No, you can't commit the same matching funds twice and no federal money may be included in the 100% matching requirement.   .

30.   Q: Will preference be given to Grantees that will start on June 1 rather than July 1?
　　　　A: No.

31.   Q: How must we calculate building rental rate for a match?
　　　　A: We accept a number of commonly used formulas.